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Security Information

TO : Chiefs, Field Bureaus

12 October 1953

FROM : Acting Chief, FBIS

SUBJECT: Letter of Instructions

GENERAL

1. At the end of August the main operations building at Santa Rosa was 15 percent complete and antennae work was 20 percent complete. The nearly completed auxiliary building is now being used for office and storage purposes. Teletype communications between Santa Rosa, Washington and Reseda were established on an eight-hour daily basis. The circuit will ultimately carry the file of the West Coast Bureau.

2. The Bolo Air Field project in Okinawa has not yet received final approval by the Secretary of Defense. The Air Force now plans construction with less urgency than previously contemplated. The field will remain non-operational in peacetime. Air Force representatives have been advised that relocation of the FBIS station will be necessary regardless of the operational or non-operational character of the installation so long as an air strip is to be constructed across the present FBIS antennae field.

3. All sixteen of the new FBIS houses in Okinawa were accepted from the contractor, furnished and occupied. It is estimated that the Club-Shelter-BOQ structure will be completed by the end of October.

4. For the guidance of all employees who may at some time submit publications for clearance, National Security Council Directive No. 12 (6 January 1950) established the policy that all departments and agencies shall prevent publicity, either factual or fictional, concerning intelligence. Publications falling within the purview of this directive cannot, of course, be given official clearance.

5. Shipments of personal effects are limited to 3,000 lbs. weight inclusive of packing for the following overseas Bureaus in those cases where houses are furnished with Government-owned furniture:

Tokyo Bureau
Northern Japan Bureau
Okinawa Bureau
Saigon Bureau

German Bureau
Austrian Bureau
Mediterranean Bureau

All employees who may be transferring to any of these Bureaus are cautioned that they will be held liable for payment for any weight in excess of this limitation under the conditions specified.

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6. Where possible, Bureau Chiefs should not authorize travel or transportation on foreign vessels except where absolutely necessary. Minor economies cannot be considered sufficient justification.

7. The Chief, Okinawa Bureau completed a successful recruiting trip to Hong Kong, Bangkok, Rangoon and Saigon. Three Russian monitors for the Hokkaido Bureau and two Chinese monitors for the Okinawa Bureau were employed.

8. As a temporary expedient two Russian language military personnel were attached on 30 days TDY by G-2, Far East Command to the Hokkaido Bureau for monitoring work. It is planned not to request extension of their assignments.

OPERATIONS

1. FBID is filing a daily wire to the U.S. representatives at the United Nations General Assembly session, consisting of a concise 500 word daily average of foreign radio reaction to UN proceedings, in accordance with a format tentatively arrived at after preliminary conversations and correspondence with State Department officials. In addition the teletype link between VOA and the US Delegation office in New York was re-established for transmission of the entire FBID "B" Wire.

2. Reduction in size of the Latin American Daily Report resulted in a request from OIR, Department of State for restoration of as much of the curtailed report as can be provided within budgetary and staff limitations. The report, which had been cut to approximately three pages, has been expanded to approximately ten pages daily. Further study of Latin American coverage is in progress.

3. In coordination with USIA, FBID concurred in the testing of the VOA Okinawa transmitter in daytime operation at megawatt power. Tests were initiated on 17 September. Preliminary reports indicate little if any interference to reception of broadcasts monitored by FBIS on the frequency so far tested.

EDITORIAL COMMENT

All Bureaus

1. The most recent illustration of the use made of FBID's economic data was a 21 September report issued by the Office of Research and Reports on the Soviet food canning industry. Approximately 50 items on plant names, locations, capacities, and labor forces are attributed to FBID publications.

London Bureau

1. Agency analysts handling East European material have indicated satisfaction with the new format of the East European Roundups and have expressed appreciation of our efforts to tailor the roundups to their needs. The topical breakdown has been found to enhance the roundups' usefulness considerably.

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In addition to the enumeration of stations mentioning or commenting on a particular topic or event, negative statements (e.g., "there has been no monitored comment from Sofia or Budapest...") are desired when possible.

2. Both the Daily Report and the "D" Wire carry all three roundups with each subhead set off as a separate paragraph followed by a colon. Adoption of this format in the field, if feasible, would facilitate copy editing.

3. Most of the FYI's on significant omissions in Moscow propaganda, such as the reports on absence of comment concerning the anniversaries of Stalin's "Short History of the CPSU" and "Economic Problems of Socialism in the USSR," are being published in the Daily Report. It is emphasized that such messages do not reach editors promptly if filed administratively.

Mediterranean Bureau

1. The wide coverage of the regional Supreme Soviet meetings was very satisfactory. The Daily Report published almost 100 percent of the material sent on these sessions. The roundup-style coverage of regional handling of the Soviet agricultural decrees has been good and has facilitated comprehensive presentation of such material in the Report.

Okinawa Bureau

1. There is too much verbosity and unnecessary information included in Indian copy, particularly in Briefs. In a Brief on the new radio station at Poona, for example, the names and titles of all the Cabinet officials participating in the opening ceremony was gratuitous. Submarginal material like the three recent Briefs on repairs to the Taj Mahal serves no purpose here. It is recommended that volume be cut more severely on weekends: press reviews particularly can be excerpted.

2. The Daily Report uses the abbreviation INDINFO in Brief logos for the Indian Information Service items.

RADIO PROPAGANDA BRANCH COMMENT

1. There have been several occasions recently when the Soviet commentary lists have not included lists of unintelligible shows. Compilers of commentary lists should make certain that all unintelligible shows are listed and negative reports should be made when there are none.

2. The excellent regional topical breakdowns supplied by Okinawa are now being processed to provide comparative charts, percentages, and cross reference indices which will be valuable in a broad study now in preparation.

3. Branch contributions to National Intelligence Estimates were continued during the month with reports on Iran and on Soviet international economic policy.

4. The Analysis Section of the London Bureau provided the original material for a Radio Propaganda Report on the Stalin Projects.

5. Three reports on Korea were published during the past month, two of them on the basis of drafts from the Okinawa Bureau.

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PERSONNEL CHANGES

1. New Employees:

[Redacted]

Clerk-Steno
Telegraph Operator

West Coast Bureau
East Coast Bureau

50X1

2. Separations:

[Redacted]

50X1

3. Reassignments:

[Redacted]

Info Spec (Fgn Brdcast)
Editorial Branch

Info Spec (Fgn Brdcast)
London Bureau

50X1

Info Spec (Fgn Brdcast)
London Bureau

Info Spec (Fgn Brdcast)
Editorial Branch

Librarian
West Coast Bureau

Secy (Steno)
Santa Rosa

Info Spec (Fgn Brdcast)
Editorial Branch

Info Spec (Fgn Brdcast)
Mediterranean Bureau

Elec Engineer (Radio)
Okinawa Bureau

Elec Engineer (Radio)
Engineering Staff

[Redacted]

50X1

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